

FORTH VALLEY COLLEGE

EQUAL PAY AUDIT – January 2025

Prepared by Zellis

Contents

Contents

1.	Background and Methodology	3
2.	Workforce Composition.....	5
3.	Pay Structure.....	8
4.	Gender Pay Gap	10
5.	Allowances	24
6.	Protected Characteristics.....	26
7.	Overall Conclusions and Recommendations.....	34

1. Background and Methodology

1.1 This Equal Pay Audit has been produced based on employee data as of October 2024. Previous audits were undertaken in 2014, 2018, 2020 and 2022. The total number of employees within the scope of the report is 577.

1.2 The Equal Pay Audit is based on the five-step process as recommended by the Equality and Human Rights Commission which includes the following steps:

Step 1 – Decide the scope of the audit

The report is based on all appointments as of 10th October 2024.

Step 2 – Identify where groups are doing equal work; like work/rated equivalent

1.3 The Equality Act 2010 identifies three terms in respect of defining equivalent work. These are as follows:

‘Like Work’ is defined as work that is the same or broadly similar

‘Work of Equal Value’ is defined as work which is of broadly equal value when compared under headings such as effort, skill, and decisions

‘Work rated as equivalent’ is defined as work which has achieved the same or a similar number of points under a job evaluation scheme

1.4 Forth Valley College’s Pay and Grading structure is based on the application of a factor based analytical job evaluation scheme provided by Zellis that was specifically developed for further education. Since there is a job evaluation scheme in place, we can use ‘Work Rated as Equivalent’ as the basis of the report.

Step 3 – Collect pay data to identify pay gaps

1.5 The pay data includes employee details for all appointments and is based on basic pay and additional pay elements. The additional pay elements include:

- Shift
- Additional Responsibility
- Market Forces

1.6 Data on travel and first aid has also been imported into the Equal Pay Reviewer System for analysis in terms of access to these payments. However, these payments are specifically excluded from the calculation of the gender pay gap.

1.7 The Equalities and Human Rights Commission have identified two thresholds that need to be considered when assessing the gender pay gap. Wherever there is a pay gap based on the following definitions, the reasons for the gap have been investigated.

‘Significant’ differences between the average basic pay or average total earnings of men and women performing equal work (any differences of 5.00% or more), or

Patterns of basic pay difference e.g. women consistently earning less than men on average for equal work at most, or all, grades, or levels in the organisation (differences of 3.00% or more).

- 1.8 Irrespective of whether the gender pay gap is less than 3.00% it should be noted that any pay difference may be open to legal challenge.
- 1.9 The Equality Act 2010 prohibits direct discrimination in respect of a range of 'Protected Characteristics'. These include gender, age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, religion or belief and sex and sexual orientation.

In addition to gender-based reporting we have also undertaken further analysis based on age, disability, and ethnicity. Data has also been provided for religion and sexual orientation but has not been used to undertake specific pay gap analysis.

Step 4 – Establish the causes of pay gaps

- 1.10 There are a range of complex contributory factors that can create the gender pay gap but do not necessarily indicate that there is an Equal Value issue. Wherever there is a pay gap of more than 5.00% we have investigated the reasons. These could include a range of factors such as different length of service as well as occupational segregation whereby the typical roles undertaken by males and females are (based on the outcomes of the application of an appropriate job evaluation scheme) graded differently which creates the gender pay gap but not an Equal Value claim.
- 1.11 We have also considered other factors including age and starting pay to identify if any other issues are contributing to the gender pay gap.

Step 5 – Develop an Equal Pay Action Plan

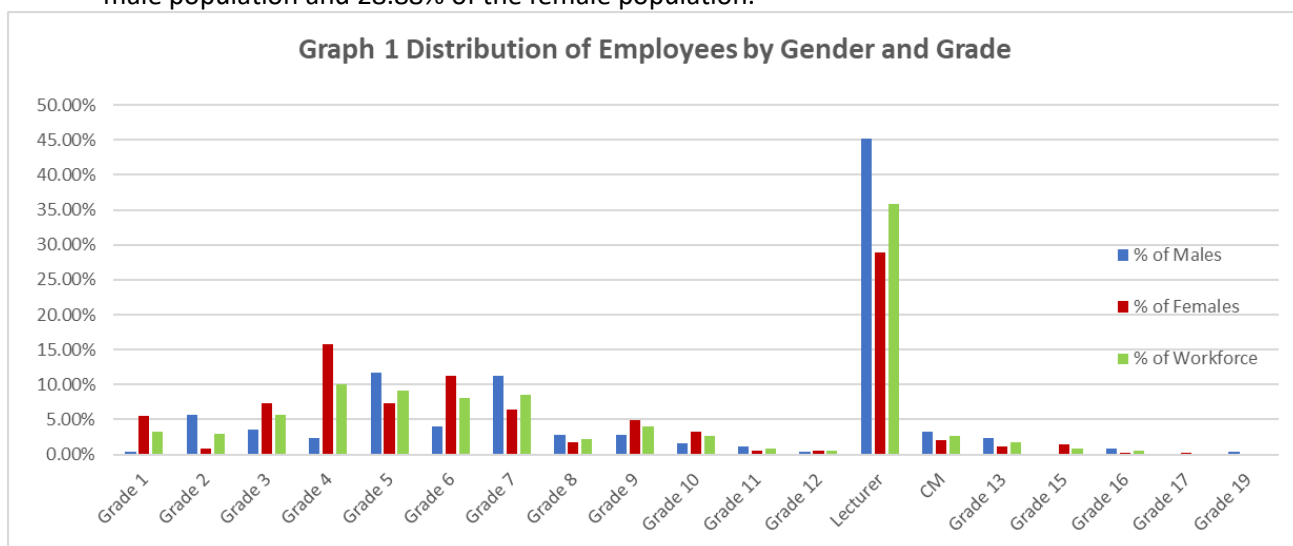
- 1.12 As a result of undertaking the audit we have provided several recommendations as well as reviewing the recommendations from previous audits to identify of these have been implemented or remain a concern.

2. Workforce Composition

- 2.1 Prior to reviewing the gender pay gap and considering potential equal value issues it is beneficial to understand the composition of the workforce; the overall gender pay gap is based on the whole workforce and can be affected by workforce composition. It is also more likely that women work part-time, and part-time working is often concentrated within the lower grades, which affects the overall average hourly rate. The identification of the composition of the workforce based on full and part time working and by grade also enables us to identify where the gender pay gap occurs and therefore can be investigated more thoroughly.
- 2.2 Table 1 shows that the composition of the overall workforce is 42.98% male and 57.02% female.

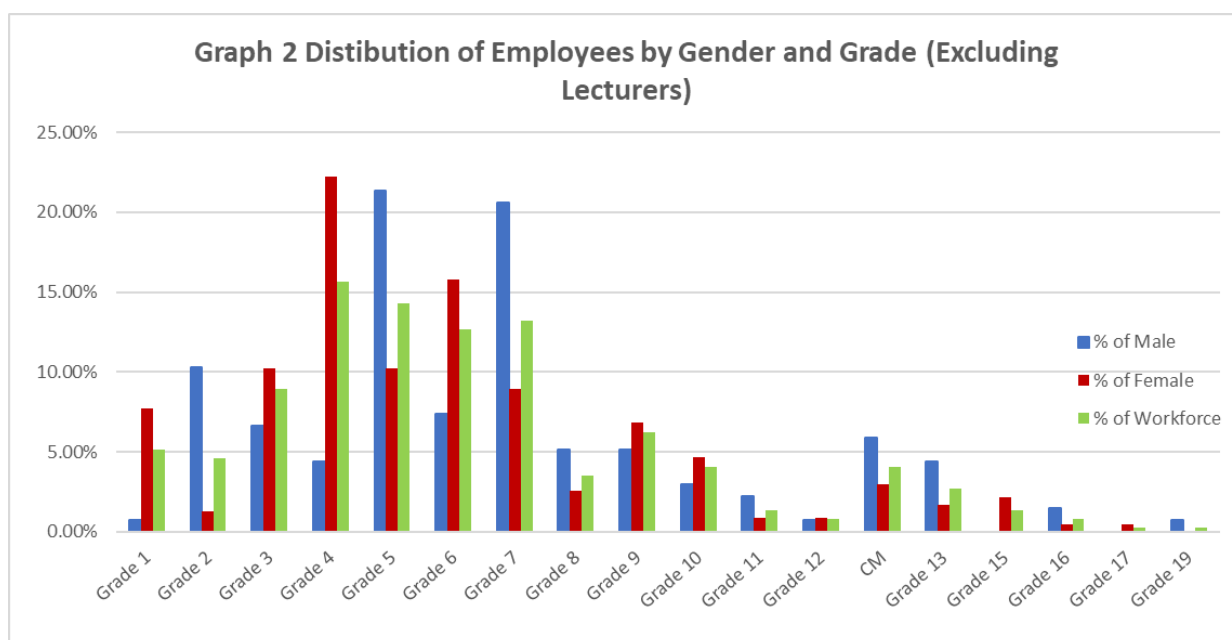
Table 1- Workforce Composition by Grade and Gender - All Grades							
Equal Work Group	Organisation	Male			Female		
	Count	Count	% of Group	% of Male	Count	% of Group	% of Female
Grade 1	19	1	5.26%	0.40%	18	94.74%	5.47%
Grade 2	17	14	82.35%	5.65%	3	17.65%	0.91%
Grade 3	33	9	27.27%	3.63%	24	72.73%	7.29%
Grade 4	58	6	10.34%	2.42%	52	89.66%	15.81%
Grade 5	53	29	54.72%	11.69%	24	45.28%	7.29%
Grade 6	47	10	21.28%	4.03%	37	78.72%	11.25%
Grade 7	49	28	57.14%	11.29%	21	42.86%	6.38%
Grade 8	13	7	53.85%	2.82%	6	46.15%	1.82%
Grade 9	23	7	30.43%	2.82%	16	69.57%	4.86%
Grade 10	15	4	26.67%	1.61%	11	73.33%	3.34%
Grade 11	5	3	60.00%	1.21%	2	40.00%	0.61%
Grade 12	3	1	33.33%	0.40%	2	66.67%	0.61%
Lecturer	207	112	54.11%	45.16%	95	45.89%	28.88%
CM	15	8	53.33%	3.23%	7	46.67%	2.13%
Grade 13	10	6	60.00%	2.42%	4	40.00%	1.22%
Grade 15	5	0	0.00%	0.00%	5	100.00%	1.52%
Grade 16	3	2	66.67%	0.81%	1	33.33%	0.30%
Grade 17	1	0	0.00%	0.00%	1	100.00%	0.30%
Grade 19	1	1	100.00%	0.40%	0	0.00%	0.00%
Total	577	248	42.98%	100.00%	329	57.02%	100.00%

- 2.3 As can be seen from table 1 and graph 1, the most highly populated grade is the Lecturer grade which accounts for 35.88% of the total workforce. The Lecturer grade includes 45.16% of the male population and 28.88% of the female population.



- 2.4 Table 2 illustrates the composition of the workforce if Lecturers are excluded. If this grade is excluded, then the remaining workforce is 36.76% male and 63.24% female.
- 2.5 When Lecturers are excluded from the workforce composition the most populated grade for females is Grade 4, whereas for males it is Grade 5. Males and females are distributed throughout the grading structure and present in all grades except for Grades 15, 17, and 19.

Table 2 - Workforce Composition by Grade and Gender - Excluding Lecturers							
Equal Work Group	Organisation	Male			Female		
	Count	Count	% of Group	% of Male	Count	% of Group	% of Female
Grade 1	19	1	5.26%	0.74%	18	94.74%	7.69%
Grade 2	17	14	82.35%	10.29%	3	17.65%	1.28%
Grade 3	33	9	27.27%	6.62%	24	72.73%	10.26%
Grade 4	58	6	10.34%	4.41%	52	89.66%	22.22%
Grade 5	53	29	54.72%	21.32%	24	45.28%	10.26%
Grade 6	47	10	21.28%	7.35%	37	78.72%	15.81%
Grade 7	49	28	57.14%	20.59%	21	42.86%	8.97%
Grade 8	13	7	53.85%	5.15%	6	46.15%	2.56%
Grade 9	23	7	30.43%	5.15%	16	69.57%	6.84%
Grade 10	15	4	26.67%	2.94%	11	73.33%	4.70%
Grade 11	5	3	60.00%	2.21%	2	40.00%	0.85%
Grade 12	3	1	33.33%	0.74%	2	66.67%	0.85%
CM	15	8	53.33%	5.88%	7	46.67%	2.99%
Grade 13	10	6	60.00%	4.41%	4	40.00%	1.71%
Grade 15	5	0	0.00%	0.00%	5	100.00%	2.14%
Grade 16	3	2	66.67%	1.47%	1	33.33%	0.43%
Grade 17	1	0	0.00%	0.00%	1	100.00%	0.43%
Grade 19	1	1	100.00%	0.74%	0	0.00%	0.00%
Total	370	136	36.76%	100.00%	234	63.24%	100.00%



3. Pay Structure

- 3.1 In the following section we have reviewed the design of the current pay structure. There are three grading structures in operation that are shown in Table 3, 4, and 5.
- 3.2 It is important to review the design of the pay and grading structure to validate that it complies with appropriate design principles. The main grading structure has been developed based on the application of a factor based analytical job evaluation scheme which provides an element of a defence in terms of potential equal value claims. Jobs that have been evaluated are placed into a grade based on the job evaluation score and are therefore considered as 'work rated equivalent.'
- 3.3 The design of the structure is compliant with several other recognised design principles. The maximum number of increments per grade is five points so it would potentially take an employee four years to progress to the grade maximum. The recognised maximum number of points per grade is six, so the design of the main structure is compliant with good practice.

The Grade Span is calculated as follows.

Maximum Salary – Minimum Salary / Minimum Salary X 100.00%

Typically, the grade span should be between 10.00% and 15.00% whereas the grade span ranges from 2.79% to 12.55%. The benefit of a lower grade span is that it is less likely that there will be significant differences in pay within each individual grade and that any differences are more likely to be because of the individual's position within the grade which will be linked to length of service. It is, however, noticeable that the grade span varies significantly across the grades and it much lower than the grade span in the Lecturer grades and Senior Management Team structures.

Table 3 – Main Grading Structure							
Grade	Minimum Point	Minimum Salary	Maximum Point	Maximum Salary	Grade Span	Number of Increments	Incremental Steps
1	8	£24,640	9	£25,140	2.79%	2	1
2	11	£26,249	14	£27,237	5.07%	4	3
3	14	£27,237	17	£28,394	5.65%	4	3
4	18	£28,881	21	£30,518	7.40%	4	3
5	22	£31,093	26	£33,540	10.05%	5	4
6	26	£33,540	28	£35,263	9.73%	4	3
7	29	£36,351	33	£40,067	12.55%	5	4
8	33	£40,067	36	£42,589	7.57%	4	3
9	36	£42,589	38	£44,533	8.07%	4	3
10	42	£48,038	45	£51,087	7.25%	4	3
11	46	£52,148	49	£55,435	7.12%	4	3
12	50	£56,522	53	£60,072	7.03%	4	3
13	53	£60,072	56	£64,887	8.02%	4	3

- 3.4 The structure was amended in 2023 following the 2022 audit advice to remove the overlap between grades 5 and 6. As a result there are now no employees paid at a rate in grade 6 which is lower than the maximum of grade 5.

In addition to the amendment to grade 6, grade 9 has also been increased at the grade minimum to point 36 to which means no employees in grade 9 are paid less than the maximum of grade 8.

- 3.5 Table 4 shows the Grading structure for Lecturers and Curriculum Managers. As can be seen the number of increments in the Lecturer grade is 5 with a span of 20.38% which is higher than Grades 1 to 12 in the main structure.

Table 4 – Lecturer and Curriculum and Operations Manager Grading Structure							
Grade	Minimum Point	Minimum Salary	Maximum Point	Maximum Salary	Grade Span	Number of Increments	Incremental Steps
Lecturer	NSP 1	£40,170	NSP 5	£48,357	20.38%	5	4
CM		£55,394		£55,394	0.00%		

- 3.6 The Senior Management Grading Structure as shown in Table 5 indicates there are no overlaps between grades as grade 14 is no longer in use as result there is reduced risk of any equal pay issues.

Table 5 – Senior Management Grading Structure						
Grade	Minimum Salary	Maximum Salary	Grade Span	Number of Increments	Incremental Steps	
14	£63,381	£70,381	11.04%	3	2	Not Used
15	£70,337	£77,337	9.95%	3	2	
16	£91,223	£99,223	8.77%	3	2	
17	£100,145	£108,145	7.99%	3	2	
18	£111,174	£121,174	8.99%	3	2	Not Used
19	£135,465	£145,465	7.38%	3	2	

Summary and Recommendations

- 3.7** *The main grading structure is based on appropriate design principles and has been derived from a factor based analytical job evaluation scheme.*

The 2022 Equal Pay Audit recommendations have been acted upon and the overlapping points between Grades 5 and 6 and 8 and 9 have been removed addressing the potential equal pay issues.

The grade span within the Senior Management grades has been reduced from over 20% in the 2022 report to be more in line with the main pay structure in addition any overlaps between grades has been removed reducing any equal pay risk.

4. Gender Pay Gap

- 4.1** The gender pay gap is expressed as a percentage of female earnings compared to male earnings. Where the percentage figure is expressed as a minus figure this indicates that females earn more than males.
- 4.2** The Equalities and Human Rights Commission have identified two thresholds that need to be considered when assessing the gender pay gap. Wherever there is a pay gap based on the following definitions, the reasons for the gap have been investigated.

‘Significant’ differences between the average basic pay or average total earnings of men and women performing equal work (any differences of 5.00% or more), or

Patterns of basic pay difference e.g. women consistently earning less than men on average for equal work at most, or all, grades, or levels in the organisation (differences of 3.00% or more).

Wherever the gender pay gap is 5.00% or more we have investigated the potential reasons for the differences in pay. These points are highlighted in red in the following tables.

Basic Pay

- 4.3 Table 6 illustrates the gender pay gap for all employees based on basic pay only. As can be seen the overall gender pay gap is 7.51% down from 7.67% in 2022. There are no individual grades where the gap exceeds either the 3.00% or 5.00% threshold advised by the Equalities and Human Rights Commission.

Table 6 - Mean Gender Pay by Grade - Basic Pay – All Employees						
Equal Work Group	Male		Female			
	Count	Average Basic Hourly Rate	Count	Average Basic Hourly Rate	Difference (£)	Pay Gap (%)
Grade 1	1	£13.78	18	£13.75	£0.03	0.22%
Grade 2	14	£14.82	3	£14.82	£0.00	0.00%
Grade 3	9	£15.45	24	£15.36	£0.09	0.58%
Grade 4	6	£16.51	52	£16.51	£0.00	0.00%
Grade 5	29	£17.95	24	£17.82	£0.13	0.77%
Grade 6	10	£18.90	37	£19.09	-£0.19	-1.04%
Grade 7	28	£21.38	21	£21.64	-£0.26	-1.24%
Grade 8	7	£23.27	6	£22.96	£0.31	1.31%
Grade 9	7	£24.03	16	£24.34	-£0.31	-1.30%
Grade 10	4	£27.99	11	£27.79	£0.20	0.72%
Grade 11	3	£29.78	2	£29.14	£0.64	2.12%
Grade 12	1	£32.27	2	£32.26	£0.01	0.03%
Lecturer	112	£26.20	95	£26.39	-£0.19	-0.74%
CM	8	£30.35	7	£30.35	£0.00	0.00%
Grade 13	6	£35.26	4	£34.46	£0.80	2.29%
Grade 15	0		5	£41.61		
Grade 16	2	£52.18	1	£49.99	£2.19	4.20%
Grade 17	0		1	£59.26		
Grade 19	1	£74.23	0			
Total	248	£23.79	329	£22.00	£1.79	7.51%

- 4.4 Table 7 provides the same analysis as Table 6 but is based on the median difference in pay between males and females. The median pay gap is 13.48% up from 9.31% in 2022, this is predominantly due to the workforce distribution changes since 2022 with the median point for female employees moving from grade 8 to grade 7 whereas the median point for male employees remains in the Lecturer grade. As would be expected with a pay structure that is based on fixed incremental points and given that males and females are present in most grades, there is no significant median pay gap in any grade.
- 4.5 There is a pay gap of 4.06% at grade 11 and 4.20% at grade 16. As there are only five and three employees respectively in these grades any employee not on the grade maximum will have an impact on the pay gap.

- 4.6 Grade 5 has a 3.13% median pay gap this is due to 55% of male employees in this grade being at the top of the grade whereas 45.8% of female employees are at the maximum. Of the new starters in this grade four are males representing 13.8% of the male population whereas six are female covering 24% of the female occupants of grade 5 this distribution is the cause of the gap of 3.13%.

Table 7 - Median Gender Pay Gap by Grade - Basic Pay						
Equal Work Group	Male		Female			
	Count	Median Basic Pay	Count	Median Basic Pay	Difference (£)	Pay Gap (%)
Grade 1	1	£13.78	18	£13.78	£0.00	0
Grade 2	14	£14.93	3	£14.93	£0.00	0.00%
Grade 3	9	£15.56	24	£15.56	£0.00	0.00%
Grade 4	6	£16.72	52	£16.72	£0.00	0.00%
Grade 5	29	£18.38	24	£17.80	£0.58	3.13%
Grade 6	10	£18.85	37	£19.32	-£0.47	-2.53%
Grade 7	28	£21.45	21	£21.95	-£0.50	-2.34%
Grade 8	7	£23.34	6	£23.34	£0.00	0.00%
Grade 9	7	£24.40	16	£24.40	£0.00	0.00%
Grade 10	4	£27.99	11	£27.99	£0.00	0.00%
Grade 11	3	£30.38	2	£29.14	£1.24	4.06%
Grade 12	1	£32.27	2	£32.26	£0.01	0.03%
Lecturer	112	£26.50	95	£26.50	£0.00	0.00%
CM	8	£30.35	7	£30.35	£0.00	0.00%
Grade 13	6	£35.56	4	£34.68	£0.88	2.47%
Grade 15	0		5	£42.38		
Grade 16	2	£52.18	1	£49.99	£2.19	4.20%
Grade 17	0		1	£59.26		
Grade 19	1	£74.23	0			
Total	248	£25.38	329	£21.96	£3.42	13.48%

Total Pay

4.7 We have also considered the gender pay gap based on Total Pay. This includes the following additional payments.

- Shift
- Added Responsibility
- Market Forces

4.8 The mean gender pay gap for Total Pay is 8.06% down from 8.24% in 2022. There are two grades where the difference exceeds 5.00%.

The gender pay gap at Grade 2 is 9.91% whereas based on basic pay it is 0%. The reason for the difference in total pay is that there are 11 Facilities Assistants all of whom are male and receive shift payments due to the nature of their role. The other roles within this grade are Cook and Gym Assistant. It does not appear that these roles have the same working arrangements so the payments would not be applicable.

4.9 The reason for the increased difference in gender pay at grade 4 is due to the two male Facilities team leaders who also receive standby and shift payments.

4.10 Grade 10 shows a total pay gap of 7.08% due to a market forces payment to one male employee. If this employee is excluded from the data, the pay gap would reduce to 3.86%.

Table 8 - Gender Pay Gap - Total Pay Mean - All Employees						
Equal Work Group	Males		Females		Gender Pay Gap	
	Total	Mean Total Hourly Rate	Total	Mean Total Hourly Rate	Difference (£)	Pay Gap (%)
Grade 1	1	£13.78	18	£13.75	£0.03	0.22%
Grade 2	14	£16.45	3	£14.82	£1.63	9.91%
Grade 3	9	£15.45	24	£15.36	£0.09	0.58%
Grade 4	6	£17.29	52	£16.51	£0.78	4.51%
Grade 5	29	£17.95	24	£17.82	£0.13	0.77%
Grade 6	10	£18.90	37	£19.09	-£0.19	-1.04%
Grade 7	28	£21.38	21	£21.64	-£0.26	-1.24%
Grade 8	7	£23.27	6	£22.96	£0.31	1.31%
Grade 9	7	£25.28	16	£25.03	£0.25	1.01%
Grade 10	4	£29.91	11	£27.79	£2.12	7.08%
Grade 11	3	£29.78	2	£29.14	£0.64	2.12%
Grade 12	1	£32.27	2	£32.26	£0.01	0.03%
Lecturer	112	£26.20	95	£26.39	-£0.19	-0.74%
CM	8	£30.35	7	£30.35	£0.00	0.00%
Grade 13	6	£35.26	4	£34.46	£0.80	2.29%
Grade 15	0		5	£41.61		
Grade 16	2	£52.18	1	£49.99	£2.19	4.20%
Grade 17	0		1	£59.26		
Grade 19	1	£74.23	0			
Total	248	£23.96	329	£22.03	£1.93	8.06%

4.11 Table 9 provides the same analysis but is based on the median payment. The only grades where the difference is greater than 5.00% is Grade 2. The reason for the difference is due to the shift and standby payments paid to the Facilities Assistants as outlined in Para. 4.8.

Table 9 - Gender Pay Gap - Total Pay Median - All Employees						
Equal Work Group	Male		Female			
	Count	Median Total Pay	Count	Median Total Pay	Difference (£)	Pay Gap (%)
Grade 1	1	£13.78	18	£13.78	£0.00	0.00%
Grade 2	14	£16.93	3	£14.93	£2.00	11.79%
Grade 3	9	£15.56	24	£15.56	£0.00	0.00%
Grade 4	6	£16.72	52	£16.72	£0.00	0.00%
Grade 5	29	£18.38	24	£17.80	£0.58	3.13%
Grade 6	10	£18.85	37	£19.32	-£0.47	-2.53%
Grade 7	28	£21.46	21	£21.96	-£0.50	-2.34%
Grade 8	7	£23.34	6	£23.34	£0.00	0.00%
Grade 9	7	£24.95	16	£24.40	£0.55	2.20%
Grade 10	4	£29.36	11	£27.99	£1.37	4.67%
Grade 11	3	£30.38	2	£29.14	£1.24	4.06%
Grade 12	1	£32.27	2	£32.26	£0.01	0.03%
Lecturer	112	£26.50	95	£26.50	£0.00	0.00%
CM	8	£30.35	7	£30.35	£0.00	0.00%
Grade 13	6	£35.56	4	£34.68	£0.88	2.47%
Grade 15	0		5	£42.38		
Grade 16	2	£52.18	1	£49.99	£2.19	4.20%
Grade 17	0		1	£59.26		
Grade 19	1	£74.23	0			
Total	248	£25.38	329	£21.96	£3.42	13.48%

Full and Part Time Employment

- 4.12 We have undertaken an analysis based on comparing full time and part time employment irrespective of gender. Typically, it is more likely that part time employment is undertaken by female employees and more likely to be concentrated in the lower grades.
- 4.13 The composition of the workforce based on gender and full and part time working is shown in Table 10. Based on the total workforce, 62.39% are full time consisting of 74.60% of the male workforce and 48.61% of the female workforce. Based on the total workforce 37.61% are part time consisting of 25.40% of the male workforce and 46.81% of the female workforce. Table 10 also indicates the grading profile of full and part time employments and as can be seen except for the Lecturer grade; part time working is concentrated in the lower grades and amongst female employees.

Table 10 – Composition of the Workforce based on Gender and Full and Part Time Working

Equal Work Group	Organisation	Males				Females			
	Total	Full Time	% of Gender	Part Time	% of Gender	Full Time	% of Gender	Part Time	% of Gender
Grade 1	19	0	0.00%	1	0.40%	0	0.00%	18	5.47%
Grade 2	17	14	5.65%	0	0.00%	0	0.00%	3	0.91%
Grade 3	33	3	1.21%	6	2.42%	7	2.13%	17	5.17%
Grade 4	58	5	2.02%	1	0.40%	37	11.25%	15	4.56%
Grade 5	53	19	7.66%	10	4.03%	18	5.47%	6	1.82%
Grade 6	47	9	3.63%	1	0.40%	24	7.29%	13	3.95%
Grade 7	49	16	6.45%	12	4.84%	8	2.43%	13	3.95%
Grade 8	13	7	2.82%	0	0.00%	5	1.52%	1	0.30%
Grade 9	23	6	2.42%	1	0.40%	13	3.95%	3	0.91%
Grade 10	15	4	1.61%	0	0.00%	7	2.13%	4	1.22%
Grade 11	5	3	1.21%	0	0.00%	2	0.61%	0	0.00%
Grade 12	3	1	0.40%	0	0.00%	2	0.61%	0	0.00%
Lecturer	207	82	33.06%	30	12.10%	35	10.64%	60	18.24%
CM	15	8	3.23%	0	0.00%	6	1.82%	1	0.30%
Grade 13	10	5	2.02%	1	0.40%	4	1.22%	0	0.00%
Grade 15	5	0	0.00%	0	0.00%	5	1.52%	0	0.00%
Grade 16	3	2	0.81%	0	0.00%	1	0.30%	0	0.00%
Grade 17	1	0	0.00%	0	0.00%	1	0.30%	0	0.00%
Grade 19	1	1	0.40%	0	0.00%	0	0.00%	0	0.00%
Total	577	185	74.60%	63	25.40%	175	53.19%	154	46.81%

- 4.14 If we compare part time appointments to full time appointments irrespective of gender the pay gap is 8.09%. There are no individual grades where the pay gap exceeds 5.00%. There are no concerns when comparing part time and full-time employment and therefore no further investigation is required.

Table 11 - Full Time Part Time - Mean Pay by Grade - Basic Pay						
Equal Work Group	Full Time		Part Time		Pay Gap	
	Count	Average Basic Hourly Rate	Count	Average Basic Hourly Rate	Difference (£)	Pay Gap (%)
Grade 1	0		19	£13.75		
Grade 2	14	£14.82	3	£14.82	£0.00	0.00%
Grade 3	10	£15.29	23	£15.42	-£0.13	-0.89%
Grade 4	42	£16.46	16	£16.64	-£0.18	-1.08%
Grade 5	37	£17.98	16	£17.68	£0.30	1.66%
Grade 6	33	£19.04	14	£19.09	-£0.05	-0.26%
Grade 7	24	£21.43	25	£21.55	-£0.12	-0.57%
Grade 8	12	£23.11	1	£23.34	-£0.23	-0.98%
Grade 9	19	£24.21	4	£24.40	-£0.19	-0.79%
Grade 10	11	£27.79	4	£27.99	-£0.20	-0.72%
Grade 11	5	£29.52	0			
Grade 12	3	£32.26	0			
Lecturer	117	£26.26	90	£26.33	-£0.07	-0.25%
CM	14	£30.35	1	£30.35	£0.00	0.00%
Grade 13	9	£34.87	1	£35.56	-£0.69	-1.96%
Grade 15	5	£41.61	0			
Grade 16	3	£51.45	0			
Grade 17	1	£59.26	0			
Grade 19	1	£74.23	0			
Total	360	£23.48	217	£21.58	£1.90	8.09%

- 4.15 Table 12 provides the same analysis based on median basic pay. The pay gap is 9.48% and there are no individual grades where the gap exceeds 5.00%.

Table 12 - Full Time versus Part Time - Median Pay Gap by Grade – Basic Pay						
Equal Work Group	All Full Time		All Part Time		Pay Gap	
	Total	Median Hourly Rate	Total	Median Hourly Rate	Difference (£)	Pay Gap (%)
Grade 1	0		19	£13.78		
Grade 2	14	£14.93	3	£14.93	£0.00	0.00%
Grade 3	10	£15.25	23	£15.56	-£0.31	-2.00%
Grade 4	42	£16.72	16	£16.72	£0.00	0.00%
Grade 5	37	£18.38	16	£17.67	£0.71	3.85%
Grade 6	33	£19.32	14	£19.32	£0.00	0.00%
Grade 7	24	£21.96	25	£21.96	£0.00	0.00%
Grade 8	12	£23.34	1	£23.34	£0.00	0.00%
Grade 9	19	£24.40	4	£24.40	£0.00	0.00%
Grade 10	11	£27.99	4	£27.99	£0.00	0.00%
Grade 11	5	£29.14	0			
Grade 12	3	£32.27	0			
Lecturer	117	£26.50	90	£26.50	£0.00	0.00%
CM	14	£30.35	1	£30.35	£0.00	0.00%
Grade 13	9	£35.56	1	£35.56	£0.00	0.00%
Grade 15	5	£42.38	0			
Grade 16	3	£49.99	0			
Grade 17	1	£59.26	0			
Grade 19	1	£74.23	0			
Total	360	£24.26	217	£21.96	£2.30	9.48%

- 4.16 Tables 13 and 14 provide the same analysis for full and part time working based on total pay. As can be seen in Table 13, the pay gap is 8.60% which is caused by the Shift payments to Facilities Assistants who are predominantly full time; the same payments are also made to part time appointments.
- 4.17 The overall median pay gap based on total pay is the same as that for basic pay and is -5.35%. The reason for this is that there are very few appointments that receive additional pay, so the median pay point is not affected.

Table 13 – Full Time versus Part Time – Mean Pay Gap by Grade – Total Pay						
Equal Work Group	All Full Time		All Part Time		Pay Gap	
	Total	Average Total Hourly Rate	Total	Average Total Hourly Rate	Difference (£)	Pay Gap (%)
Grade 1	0		19	£13.75		
Grade 2	14	£16.45	3	£14.82	£1.63	9.91%
Grade 3	10	£15.29	23	£15.43	-£0.13	-0.89%
Grade 4	42	£16.58	16	£16.65	-£0.07	-0.40%
Grade 5	37	£17.98	16	£17.68	£0.30	1.66%
Grade 6	33	£19.04	14	£19.09	-£0.05	-0.26%
Grade 7	24	£21.43	25	£21.55	-£0.12	-0.57%
Grade 8	12	£23.11	1	£23.34	-£0.23	-0.98%
Grade 9	19	£25.11	4	£25.09	£0.02	0.07%
Grade 10	11	£28.49	4	£27.99	£0.50	1.74%
Grade 11	5	£29.52	0			
Grade 12	3	£32.26	0			
Lecturer	117	£26.26	90	£26.33	-£0.07	-0.25%
CM	14	£30.35	1	£30.35	£0.00	0.00%
Grade 13	9	£34.87	1	£35.56	-£0.69	-1.96%
Grade 15	5	£41.61	0			
Grade 16	3	£51.45	0			
Grade 17	1	£59.26	0			
Grade 19	1	£74.23	0			
Total	360	£23.63	217	£21.60	£2.03	8.60%

Table 14 - Full Time versus Part Time - Median Pay Gap by Grade - Total Pay						
Equal Work Group	All Full Time		All Part Time		Pay Difference	
	Total	Median Total Hourly Rate	Total	Median Total Hourly Rate	Difference (£)	Pay Gap (%)
Grade 1	0		19	£13.78		
Grade 2	14	£16.93	3	£14.93	£2.00	11.79%
Grade 3	10	£15.26	23	£15.56	-£0.30	-2.00%
Grade 4	42	£16.72	16	£16.72	£0.00	0.00%
Grade 5	37	£18.38	16	£17.67	£0.71	3.85%
Grade 6	33	£19.32	14	£19.32	£0.00	0.00%
Grade 7	24	£21.96	25	£21.96	£0.00	0.00%
Grade 8	12	£23.34	1	£23.34	£0.00	0.00%
Grade 9	19	£24.40	4	£24.40	£0.00	0.00%
Grade 10	11	£27.99	4	£27.99	£0.00	0.00%
Grade 11	5	£29.14	0			
Grade 12	3	£32.27	0			
Lecturer	117	£26.50	90	£26.50	£0.00	0.00%
CM	14	£30.35	1	£30.35	£0.00	0.00%
Grade 13	9	£35.56	1	£35.56	£0.00	0.00%
Grade 15	5	£42.38	0			
Grade 16	3	£49.99	0			
Grade 17	1	£59.26	0			
Grade 19	1	£74.23	0			
Total	360	£24.26	217	£21.96	£2.30	9.48%

Starting Pay

- 4.18 We have also considered if there are any differences in starting pay that may contribute to the gender pay gap. The following analysis is based on all new starters into the College from October 2023 to October 2024. Table 15 indicates that 45.61% of employees start at the published grade minimum but that it is more likely that female employees start at the minimum point.

Table 15 – New Starters by Minimum Point						
Starting Point	Males	% of Males	Females	% of Females	Total	% of Total
Minimum Point	9	36.00%	17	53.13%	26	45.61%
Above Minimum Point	16	64.00%	15	46.88%	31	54.39%
Total	25	100	32	100	57	100

- 4.19 Table 16 provides a more detailed breakdown of starting points by grade. As can be seen it is more likely that employees in the lower grades will start at the minimum point of the grade and that this affects more female than male employees. It is more likely that employees at the higher grades, notably Lecturers will start above the grade minimum. Within the Lecturer grade all the new starters were appointed above the grade minimum (unless they have received a subsequent increment) 50% of male new starters and 60% of female new starters are on the top scale point in the lecturer grade.
- 4.20 Table 17 illustrates the gender pay gap by grade. It should be noted that the overall pay gap for new starters (12.52%) is misleading as it is affected by the grading profile of new starters.

Table 16 – New Starters by Grade and Point				
Equal Work Group	Spine Point	Males	Female	Organisation
Grade 1 Minimum Point	8		1	1
	9		1	1
Grade 1 Total			2	2
Grade 2 Minimum Point	11	1		1
	12	1		1
Grade 2 Total		2		2
Grade 3 Minimum Point	14	1	4	5
	15		3	3
	16	1		1
Grade 3 Total		2	7	9
Grade 4 Minimum Point	18		4	4
	19	1	3	4
Grade 4 Total		1	7	8

Table 16 – New Starters by Grade and Point				
Equal Work Group	Spine Point	Males	Female	Organisation
Grade 5 Minimum Point	22	4	6	10
Grade 5 Total		4	6	10
Grade 6	26	2	3	5
Grade 6 Total		2	3	5
Grade 7 Minimum Point	29	2	1	3
	30	1		1
	31	1		1
	33	1		1
Grade 7 Total		5	1	6
Grade 10 Minimum Point	42		1	1
Grade 10 Total			1	1
Grade 11 Minimum Point	46	1		1
Grade 11 Total		1		1
	LS03	4	1	5
	LS04		1	1
	LS05	4	3	7
Lecturer Total		8	5	13
Overall Total		25	32	57

Table 17 – Gender Pay Gap Mean – Basic Pay New Starters						
Equal Work Group	Male		Female			
	Count	Mean Basic Hourly Rate	Count	Mean Basic Hourly Rate	Difference (£)	Pay Gap (%)
Grade 1	0		2	£13.64		
Grade 2	2	£14.49	0			
Grade 3	2	£15.15	7	£15.02	£0.13	0.88%
Grade 4	1	£16.09	7	£15.94	£0.15	0.95%
Grade 5	4	£17.04	6	£17.04	£0.00	0.00%
Grade 6	2	£18.38	3	£18.38	£0.00	0.00%
Grade 7	5	£20.64	1	£19.92	£0.72	3.47%
Grade 10	0		1	£26.32		
Grade 11	1	£28.58	0			
Lecturer	8	£25.38	5	£25.83	-£0.45	-1.77%
Total	25	£20.60	32	£18.02	£2.58	12.52%

Summary and Recommendations

4.21 The key outcomes are as follows:

Table 18 shows the trend in the pay gaps over the past five Audits

Table 18 Current Pay Gaps compared to previous audits					
Pay Gap	2016	2018	2020	2022	2024
Mean Gender Pay Gap – Basic Pay	9.34%	7.93%	7.67%	7.44%	7.51%
Median Gender Pay Gap – Basic Pay		6.91%	9.31%	7.15%	13.48%
Mean Gender Pay Gap – Total Pay		8.41%	8.24%	8.18%	8.06%
Median Gender Pay Gap – Total Pay		8.65%	9.31%	10.93%	13.48%
Full Time Part Time Mean – Basic Pay		8.37%	6.64%	8.19%	8.09%
Full Time Part Time Median – Basic Pay		4.24%	-5.35%	0.68%	9.48%
Full Time Part Time Mean – Total Pay		8.55%	7.05%	8.74%	8.60%
Full Time Part Time Median – Total Pay		4.24%	-5.35%	0.68%	9.48%

There are very few instances where there is a gender pay gap that exceeds 5.00% on a grade-by-grade basis. Where this does occur, it is typically due to workforce composition, the distribution of male and females throughout the spine points in the grade, resultant from length of service and time in post or from male dominated roles receiving shift payments for the work pattern of the role.

In terms of starting pay 45.61% of new starters are appointed on the minimum point of the grade. However, it is more likely that females are appointed at the grade minimum (53.13%) compared to males (36%), it should be noted this is an improvement on the 28.27% of male

new starters who were appointed at the grade minimum in the 2022 audit. It is also noticeable that it is more likely that appointments at the lower grades will be at the grade minimum compared to the higher grades.

The reasons for differences in starting pay either between grades or gender should be justifiable and regularly monitored.

5. Allowances

- 5.1 As has been stated the calculation of the gender pay gap takes into account additional payments but excludes overtime payments. The difference in the gender pay gap based on total pay compared to basic pay by grade is minimal indicating that additional pay is not a significant part of the overall pay bill or an employee's remuneration.
- 5.2 Based on the data sent by Forth Valley College in October the annual cost of additional allowances is shown in Table 19 by gender.

Table 19 – Additional Pay by Gender – Annual Cost					
Gender	Shift	Additional Responsibility	Market Supplement	Travel	Total Allowances
Female	-		£20,000	£3146	£23,146
Male	£50,181	£1,000	£29,000	£7,710	£87,891
Total	£50,181	£1,000	£49,000	£10,856	£111,037

Shift

- 5.3 Shift payments are made to the roles of Facilities Assistant and Facilities Team Leader which are currently all males. There is no suggestion that the payment is gender specific but determined by the requirements of the role.
- 5.4 The average annual value of the shift payment is shown in Table 19.

Table 20 – Shift – Average Payment					
Male		Female		Organisation	
Total	Average Value	Total	Average Value	Total	Overall Average
13	£3,860	-	-	13	£3,806

Additional Responsibility

- 5.5 There is currently one male employee in receipt of an additional responsibility payment.

Table 21 – Additional Responsibility – Average Payment					
Male		Female		Organisation	
Total	Average Value	Total	Average Value	Total	Overall Average
1	£1,000			1	£1,000

- 5.6 Although only one male employee is in receipt of this payment, it is recommended that should any employee in future receive the payment and the method of determining the value is monitored.

Market Forces

- 5.7 The Market Forces payment is paid to the Commercial Trainers, Training and Business Development Manager, and Chef Manager. Although both male and female employees receive this payment, it is recommended that the duration of the payment and the method of determining the value are monitored, and a review of the market is undertaken regularly.

Table 22 – Market Forces – Average Annual Payment					
Male		Female		Organisation	
Total	Average Value	Total	Average Value	Total	Overall Average
5	£5,800	2	£10,000	7	£7,000

Summary and Recommendations

- 5.8 *Allowance and additional payments are not a significant aspect of the overall pay arrangements and equate to less than 1% of the overall pay bill. This includes Travel and First Aid which are not taken into account in terms of calculating the gender pay gap.*

The main allowances are Shift and are applied based on the requirements of the job e.g. Facilities Assistant at Grade 2. This role is traditionally a male role, and the use of these allowances does therefore increase the pay gap between males and females when based on total pay.

The use of Additional Responsibility payments and Market Forces payment is very limited and there are both male and female recipients. The use of these allowances should be monitored in terms of the reason it has been applied, how the value is calculated and the duration of the payment.

6. Protected Characteristics

6.1 As part of the further analysis we have also considered the following characteristics in respect of differences in pay.

- Age
- Disability
- Ethnicity

Age

6.2 The age profile of the workforce is shown in Table 22 and as can be seen the peak of the male workforce is aged 36-40 whereas the female workforce peaks within band 46-50.

Table 23 – Age Profile							
Age Range	Organisation	All Males			All Females		
	Total	Total	% of Group	% of All Males	Total	% of Group	% of All Females
24 & under	10	5	50.00%	2.02%	5	50.00%	1.52%
25 - 30	17	2	11.76%	0.81%	15	88.24%	4.56%
31 - 35	42	19	45.24%	7.66%	23	54.76%	6.99%
36 - 40	70	34	48.57%	13.71%	36	51.43%	10.94%
41 - 45	76	33	43.42%	13.31%	43	56.58%	13.07%
46 - 50	94	33	35.11%	13.31%	61	64.89%	18.54%
51 - 55	77	31	40.26%	12.50%	46	59.74%	13.98%
56 - 60	87	32	36.78%	12.90%	55	63.22%	16.72%
61 - 65	69	33	47.83%	13.31%	36	52.17%	10.94%
66 & over	35	26	74.29%	10.48%	9	25.71%	2.74%
	577	248	42.98%	100.00%	329	57.02%	100.00%

6.3 Table 24 shows the gender pay gap based on median basic pay and Table 25 shows median Total Pay.

The age-related gender pay gaps are caused by the workforce distribution where predominantly more male employees are in higher grades resulting in a higher median point.

Table 24 - Gender Pay Gap by Age Range - Basic Median - All Employees						
Age Range	Males		Females		Gender Pay Gap	
	Total	Median Basic Hourly Rate	Total	Median Basic Hourly Rate	Difference (£)	Pay Gap (%)
24 & under	5	£16.09	5	£16.39	-£0.30	-1.86%
25 - 30	2	£19.95	15	£16.39	£3.56	17.82%
31 - 35	19	£18.85	23	£16.72	£2.13	11.27%
36 - 40	34	£26.50	36	£19.32	£7.18	27.08%
41 - 45	33	£26.50	43	£26.50	£0.00	0.00%
46 - 50	33	£26.50	61	£21.96	£4.54	17.14%
51 - 55	31	£26.50	46	£24.89	£1.61	6.07%
56 - 60	32	£23.87	55	£21.96	£1.91	8.02%
61 - 65	33	£23.34	36	£19.32	£4.02	17.20%
66 & over	26	£21.96	9	£26.50	-£4.54	-20.69%
Total	248	£25.38	329	£21.96	£3.42	13.48%

Table 25 -Gender Pay Gap by Age Range - Total Median Pay - All Employees						
Age Range	All Males		All Females		Pay Gap	
	Total	Total Pay Median Hourly Rate	Total	Total Pay Median Hourly Rate	Difference (£)	Pay Gap (%)
24 & under	5	£16.09	5	£16.39	-£0.30	-1.86%
25 - 30	2	£19.95	15	£16.39	£3.56	17.82%
31 - 35	19	£18.85	23	£16.72	£2.13	11.27%
36 - 40	34	£26.50	36	£19.32	£7.18	27.08%
41 - 45	33	£26.50	43	£26.50	£0.00	0.00%
46 - 50	33	£26.50	61	£21.96	£4.54	17.14%
51 - 55	31	£26.50	46	£24.89	£1.61	6.07%
56 - 60	32	£24.92	55	£21.96	£2.96	11.89%
61 - 65	33	£23.34	36	£19.32	£4.02	17.20%
66 & over	26	£21.96	9	£26.50	-£4.54	-20.69%
	248	£25.38	329	£21.96	£3.42	13.48%

- 6.4 The age-related gender pay gap is greatest within the 36-40 age range, table 26, this is due to 67.64% of Male employees in this age range in the lecturer and CM grades whereas only 36.11% of Female employees occupy the same grades.

Table 26 – Grading Profile by Gender of Age Range 36 - 40							
Equal Work Group	Organisation	All Males			All Females		
	Total	Total	% of Grade	% of All Males	Total	% of Grade	% of All Females
Grade 1	1	0	0.00%	0.00%	1	100.00%	2.78%
Grade 2	3	1	33.33%	2.94%	2	66.67%	5.56%
Grade 3	5	1	20.00%	2.94%	4	80.00%	11.11%
Grade 4	7	1	14.29%	2.94%	6	85.71%	16.67%
Grade 5	2	1	50.00%	2.94%	1	50.00%	2.78%
Grade 6	6	1	16.67%	2.94%	5	83.33%	13.89%
Grade 7	5	4	80.00%	11.76%	1	20.00%	2.78%
Grade 8	2	1	50.00%	2.94%	1	50.00%	2.78%
Grade 9	2	0	0.00%	0.00%	2	100.00%	5.56%
Grade 11	1	1	100.00%	2.94%	0	0.00%	0.00%
Lecturer	33	20	60.61%	58.82%	13	39.39%	36.11%
CM	3	3	100.00%	8.82%	0	0.00%	0.00%
Total	70	34	48.57%	100.00%	36	51.43%	100.00%

- 6.5 Table 27 shows the 66 and over age range gap is due to 66.67% of the female employees within this range being in Lecturer grade whereas only 38.46% of male employees are in the lecturer grade.

Table 27 – Grading Profile by Gender of Age Range 66 and over							
Equal Work Group	Organisation	All Males			All Females		
	Total	Total	% of Grade	% of All Males	Total	% of Grade	% of All Females
Grade 1	1	0	0.00%	0.00%	1	100.00%	11.11%
Grade 3	2	2	100.00%	7.69%	0	0.00%	0.00%
Grade 4	2	0	0.00%	0.00%	2	100.00%	22.22%
Grade 5	5	5	100.00%	19.23%	0	0.00%	0.00%
Grade 7	7	7	100.00%	26.92%	0	0.00%	0.00%
Grade 9	2	2	100.00%	7.69%	0	0.00%	0.00%
Lecturer	16	10	62.50%	38.46%	6	37.50%	66.67%
Total	35	26	74.29%	100.00%	9	25.71%	100.00%

Disability

- 6.6 The Disability Pay Gap has been measured based on a comparison of those with a stated disability compared to those without.
- 6.7 Table 28 shows the percentage of the workforce by gender that have a stated disability. 16.88% of the total workforce has a stated disability.

Table 28 – Disability Profile by Gender							
Disability Group	Organisation	All Males			All Females		
	Total	Total	% of Group	% of All Males	Total	% of Group	% of All Females
Disabled	97	40	41.24%	16.13%	57	58.76%	17.33%
Not Disabled	470	204	43.40%	82.26%	266	56.60%	80.85%
Prefer Not to Say	10	4	40.00%	1.61%	6	60.00%	1.82%
	577	248	42.98%	100.00%	329	57.02%	100.00%

- 6.8 The disability pay gap compares those with a disability to those without. As can be seen from Table 29, the overall median pay rate for employees both with and without a disability is £23.34 resulting in no pay gap. There are no grades where there is a significant pay gap.
- 6.9 The mean basic pay gap is 2.07% and the mean total pay gap is 1.70% when comparing disabled to non-disabled employees.
- 6.10 Whilst there are no issues in terms of the disability pay gap it is noticeable that the number of people with a stated disability at the higher grades is very low.

Table 29 - Disability Pay Gap – Basic Pay Median						
Equal Work Group	Not Disabled		All Disabled		Pay Gap	
	Total	Median Basic Hourly Rate	Total	Median Basic Hourly Rate	Difference (£)	Pay Gap (%)
Grade 1	13	£13.78	6	£13.78	£0.00	0.00%
Grade 2	13	£14.93	4	£14.84	£0.07	0.55%
Grade 3	29	£15.56	2	£15.35	£0.21	1.36%
Grade 4	44	£16.72	14	£16.72	£0.00	0.00%
Grade 5	44	£18.16	6	£18.38	-£0.22	-1.22%
Grade 6	39	£19.32	8	£19.32	£0.00	0.00%
Grade 7	41	£21.96	8	£21.20	£0.76	3.44%
Grade 8	12	£23.34	1	£23.34	£0.00	0.00%
Grade 9	19	£24.40	4	£24.40	£0.00	0.00%
Grade 10	14	£27.99	1	£27.99	£0.00	0.00%
Grade 11	4	£29.76	1	£29.14	£0.62	2.07%
Grade 12	3	£32.27	0			
Lecturer	168	£26.50	35	£26.50	£0.00	0.00%
CM	12	£30.35	3	£30.35	£0.00	0.00%
Grade 13	6	£35.56	3	£34.68	£0.88	2.47%
Grade 15	4	£42.38	1	£42.38	£0.00	0.00%
Grade 16	3	£49.99	0			
Grade 17	1	£59.26	0			
Grade 19	1	£74.23	0			
Total	470	£23.34	97	£23.34	£0.00	0.00%

Ethnicity

- 6.11 Table 30 shows the composition of the workforce based on the classifications used by the College. The workforce is predominantly Scottish which account for 79.20% of the workforce, all other ethnic groupings account for 18.02% and 2.77% of the workforce have stated they would prefer not to say.

Table 30 – Ethnic Composition of the Workforce							
Ethnicity	Organisation	All Males			All Females		
	Total	Total	% of Ethnic Group	% of All Males	Total	% of Ethnic Group	% of All Females
Scottish	457	198	43.33%	79.84%	259	56.67%	78.72%
Other British	65	23	35.38%	9.27%	42	64.62%	12.77%
Irish	5	2	40.00%	0.81%	3	60.00%	0.91%
Polish	6	2	33.33%	0.81%	4	66.67%	1.22%
Other white ethnic group	13	4	30.77%	1.61%	9	69.23%	2.74%
Any mixed or multiple ethnicity	3	0	0.00%	0.00%	3	100.00%	0.91%
Indian, Scottish Indian	2	1	50.00%	0.40%	1	50.00%	0.30%
Chinese, Scottish Chinese	1	1	100.00%	0.40%	0	0.00%	0.00%
Other Asian	1	1	100.00%	0.40%	0	0.00%	0.00%
African, Scottish African	2	1	50.00%	0.40%	1	50.00%	0.30%
Arab, Scottish Arab	3	3	100.00%	1.21%	0	0.00%	0.00%
Other (for example, Sikh)	3	1	33.33%	0.40%	2	66.67%	0.61%
Prefer Not to Say	16	11	68.75%	4.44%	5	31.25%	1.52%
Total	577	248	42.98%	100.00%	329	57.02%	100.00%

- 6.12 Table 31 shows the median basic pay gap of -3.93% when comparing Scottish to Non-Scottish employees. The mean basic pay gap is 1.58%. When reviewing total pay the median is -3.93% and the mean total pay gap is -1.58%.
- 6.13 The pay gap of 5.57% in grade 5 is due to two of the four non-Scottish employees in this grade having less than two-year service and as a result not being at the top points in the grade.

Table 31 – Ethnicity Pay Gap – Median Basic Pay						
Equal Work Group	Scottish		All Other Ethnic Groups		Pay Gap	
	Total	Median Basic Hourly Rate	Total	Median Basic Hourly Rate	Difference (£)	Pay Gap (%)
Grade 1	19	£13.78	0			
Grade 2	12	£14.93	3	£14.93	£0.00	0.00%
Grade 3	25	£15.56	8	£15.56	£0.00	0.00%
Grade 4	45	£16.72	12	£16.72	£0.00	0.00%
Grade 5	44	£18.38	4	£17.35	£1.03	5.57%
Grade 6	35	£19.32	12	£19.32	£0.00	0.00%
Grade 7	42	£21.96	6	£21.96	£0.00	0.00%
Grade 8	9	£23.34	4	£23.34	£0.00	0.00%
Grade 9	18	£24.40	4	£24.15	£0.25	1.03%
Grade 10	14	£27.99	1	£27.99	£0.00	0.00%
Grade 11	3	£29.14	2	£29.76	-£0.62	-2.11%
Grade 12	1	£32.27	2	£32.26	£0.01	0.03%
Lecturer	160	£26.50	41	£26.50	£0.00	0.00%
CM	13	£30.35	2	£30.35	£0.00	0.00%
Grade 13	10	£35.56	0			
Grade 15	3	£42.38	2	£40.46	£1.92	4.53%
Grade 16	2	£52.18	1	£49.99	£2.19	4.20%
Grade 17	1	£59.26	0			
Grade 19	1	£74.23	0			
Total	457	£23.34	104	£24.26	-£0.92	-3.93%

6.14 Summary and Recommendations

Age

The pay gaps within several of the age ranges are due to the workforce distribution showing more male employees than female employees in the higher grades. This is particularly apparent in the 25 to 30, 36 to 40, 46 to 50 and 61 to 65 age groups. The 66 and over age groups shows more female employees in the Lecturer grade resulting in the pay gap in favour of female employees.

Further analysis should be undertaken to understand the reasons for this and to establish whether existing policies around part-time and flexible working are enabling women to work in higher-level roles.

Disability

The Disability Pay Gap is now 0% down from 4.27% in 2022. There are no individual grades where the pay gap is more than 5%.

Ethnicity

The Ethnicity Pay Gap is -3.93% a change from 0% in 2022 based on median basic earnings. There is one grade where the pay gap is greater than 5% when comparing Scottish employees to all other ethnic groups. This is due to the length of service of employees from other ethnic groups.

Disability and Ethnicity

Progression - employees from these groups should be monitored to identify any potential discrimination that prevents future progression.

7. Overall Conclusions and Recommendations

Since the last report in 2022 there have been several improvements in the overall outcomes.

Gender Pay Gap

The overall mean gender pay gap based on total pay excluding overtime has continued to reduce from 9.34% in 2016 to 8.06% in 2024; this is based on mean total hourly pay.

There are only two grades where the gender pay gap exceeds 5.00%. These are grades 2 and 10. The cause of the pay gap in grade 2 is due to the shift payments to the Facilities Assistants who are all male. The reason for the difference at Grade 10 is due to two male employees receiving a market forces payment.

Protected Characteristics

There has been an improvement in the availability of data in relation to both Disability and Ethnic Origin. This is important as it enables more accurate reporting of the pay gap based on these characteristics.

Pay and Grading Structures

The main grading structure is based on appropriate design principles and has been derived from a factor based analytical job evaluation scheme.

There are now no overlapping points between grades 5 and 6 and 8 and 9 as this issue has been addressed since the 2022 audit.

The grade span within the Senior Management grades and the removal of the use of grades 14 and 18 has addressed a potential issue with these grades.

Gender Pay Gap

The key outcomes are as follows:

Mean Gender Pay Gap – Basic Pay = 7.51%

Median Gender Pay Gap – Basic Pay = 13.48%

Mean Gender Pay Gap – Total Pay = 8.06%

Median Gender Pay Gap – Total Pay = 13.48%

Full Time Part Time Mean – Basic Pay = 8.09%

Full Time Part Time Median – Basic Pay = 9.48%

Full Time Part Time Mean – Total Pay = 8.60%

Full Time Part Time Median – Total Pay = 9.48%

There are very few instances where there is a gender pay gap that exceeds 5.00%. Where this does occur, it is typically due to workforce composition, the distribution of male and females throughout the spine points in the grade or from length of service and time in post.

In terms of starting pay 45.61% of new starters are appointed on the minimum point of the grade. However, it is more likely that females are appointed at the grade minimum (53.12%) compared to males (36%). It is also noticeable that it is more likely that appointments at the lower grades will be at the grade minimum compared to the higher grades.

The reasons for differences in starting pay either between grades or gender should be justifiable and regularly monitored.

Allowances

Allowance and additional payments are not a significant aspect of the overall pay bill accounting for less than 1%.

The main allowance of a Shift payment is applied based on the requirements of the job e.g. Facilities Assistant at Grade 2. This role is traditionally a male role, and the use of this allowances does therefore increase the pay gap between males and females when based on total pay.

The use of Additional Responsibility payments is currently limited to one male employee. The use of this allowance should be monitored in terms of the reason it has been applied, how the value is calculated and the duration of the payment.

The Market Forces payment is paid to both male and female recipients. The use of this allowance should be monitored in terms of the reason it has been applied, how the value is calculated and the duration of the payment.

Protected Characteristics

Age

The pay gaps within several of the age ranges are due to the workforce distribution showing more male than female employees in the higher grades. This is particularly apparent in the 25 to 30, 36 to 40, 46 to 50 and 61 to 65 groups where there are significantly more male employees in grades 8 and above. The exception to this is in the 66 and over age group where there are more female employees in the higher grades.

Disability

The Disability Pay Gap is 0% based on median basic pay and 2.07% based on mean basic pay. There are no individual grades where the pay gap is excessive.

It should be noted that the amount of data available is more extensive than in most organisations and this should enable further analysis to be undertaken to identify if there are any reasons why there are few employees in the higher grades with a stated disability.

Ethnicity

The Ethnicity Pay Gap is -3.93% based on median basic pay and -1.58% on mean basic pay.

It should be noted that the amount of data available is more extensive than in most organisations and this should enable further analysis to be undertaken to identify if there are any reasons why there are few employees in the higher grades from other ethnic groups.

Disability and Ethnicity Progression

Employees from these groups should be monitored to identify any potential discrimination that prevents future progression.